

**POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES**

Big Arm Fire Station No. 2

October 14, 2020

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, John Doty, Dick Wunderlich, R. Jack Clapp, Ron Roberts.

Board trustee absent: None

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Alison Meslin, Matt Dougherty, Cynthia Waterman, David Waterman, Lee Engbretson, John Bras, Lee Manicke, Jane Clapp.

Call to Order – {00:06} Chair Nelson called the meeting to order at 6:00 p.m.. The Pledge of Allegiance was recited.

Minutes September 9, 2020 {00:52} – **Trustee Clapp motion to approve September 9, 2020 minutes. Trustee Wunderlich second.** Board comment: None, Public comment: None. **Motion passed unanimously by voice vote.**

Communications {01:47} – None.

Claims {01:54} – Chair Nelson noted the Intellicorp claim background files for two new volunteer firemen. A volunteer moved out of the area and the other is COVID quarantined. Chief Gieser reported 29 to 30 volunteers are assigned to three stations. Trustee Doty questioned the additional component claims for unit WT-#311 currently being upgraded at Heiman Fire. Chief Gieser indicated the current claims should complete the components installed in house. Additionally a portion of the components will be installed on unit WT#312 noting bulk purchases provide a price break. Public comment: None. **Trustee Roberts motion to pay claims. Trustee Doty second. Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING SEPTEMBER 30, 2020 {05:32} – Report is revised which includes two late claims. Lake County Treasurer reports month ending September 30, 2020 posted and balanced.

FUND # 7245 Operating Fund	\$ 49,904.27
FUND # 7244 Voted Levy (5 mills with sunset)	\$ 65,725.19
FUND # 7246 Capital Improvement Fund	\$ 55,010.19
FUND # 7243 Voted Levy Operating Fund (transition fund)	\$ 18.39

Check numbers 7577 - 7607, both inclusive

Represents September, 2020 claims	\$ 21,391.88
Approved October 14, 2020	

Public Safety:

Fire Chief payroll September 11, 25, 2020 (gross)	\$ 3,430.76
Employer expense match SS & Medicare	\$ 267.61
Quick books processing fee	\$ 3.50

Fund #7245 Operating Fund

09/15/20 A101 117175 check #1092588411Lexis Nexis copies of fire reports \$ 25.00

09/15/20 A101 117176 check #6480 Anonymous Donation for 10% Grant Match
for radios \$ 400.00

09/24/20 A101 117258 check #1005 Sarah Reeve purchase water for West Shore residence
prior to residential connection rural accounting post as donation \$ 100.00

09/15/20 A101 117167 HB124 1st Qtr FY2020 Entitlement Lake Co ACH \$ 1,129.89

Fund #7246 Capital Improvement Fund

09/16/20 A101 117185 cash Chief Cliff Volunteer Fire Department \$ 5,000.00
Purchase Polson Rural Fire District 1987 Ford Type1 Pumper #328
VIN#1FDYD80UHVA23533

Notes to financial statement -

Check order purchase - START check #7590 END check #8489

Currently the district processes 25-30 checks per month. Additionally 25-27 volunteer stipend checks are processed semi-annually.

Quicken operating fund #7245 balance adjustment - The adjustment \$1,301.61 involves August, 2020 payroll entries. The Quicken operating fund cash balance and Lake County Treasurer reports ending balance September, 2020 balance at \$72,083.75. The adjustment is a Quicken program internal adjustment.

FY 2020 State of Montana Department of Administration - Annual report is due December 31, 2020. A monthly late fee is assessed when the report is delinquent. The revenue source for the district is less than \$750,000, therefore an audit is not required.

Capital project Wt-311 upgrade in progress

Expenditure at completion October or November

Due to Heiman \$59,953.00

Due to G3 Fire \$23,945.00

Total due on delivery \$83,868.00

Trustee Clapp motion to accept treasury report. Trustee Roberts second. Public comment: None. Motion passed unanimously by voice vote. Chair Nelson thanked Bonnie for the report.

CHIEF'S REPORT (12:27} – Chief Gieser reported 32 calls during the 30 day period.

Response:

Grass fire 41294 Sunnyview Loop; 2). Fire alarm 37228 Turtle Lake Road; 3). Ambulance assist 34019 Blacktail Street; 4). Law enforcement assist Minesinger and Highway 93; 5). One vehicle rollover 43754 Greg's Lane; 6). Unattended burn Rocky Point Road; 7). Motor vehicle accident 45706 Highway 93; 8). CO alarm 30076 Black Point Road; 9). Mutual aid to Ronan fire for a structure fire at 41914 Highway 93 Frontage Road; 10). Fire alarm 29918 Black Point Road; 11). Vehicle accident 29640 Rocky Point Road; 12). Vehicle vs deer 46342 Highway 93; 13). Flames sighted Haack Road; 14). Smoke sighting North Reservoir Road; 15). Vehicle vs bear 36953 Highway 35; 16). Vehicle vs power pole Alpine Place; 17). Flower bed on fire 40044 Highway 35; 18). Grass fire Haack Road; 19). Smoke sighting Highway 93 & Meadow Road; 20). Smoke sighting

Highway 93 & Reservoir Road; 21). Vehicle vs bear 37164 Highway 35; 22). Grass fire Caffery Road; 23). Mutual aid with Chief Cliff Fire for a grass fire; 24). Smoke sighting 28900 Black Point Road; 25). Grass fire 37489 Haack Road; 26). Smoke sighting Jette Hill; 27). Ambulance assist 37505 Wall Street; 28). Ambulance assist 34131 Whitetail Lane; 29). Smoke sighting Irvine Flats Road; 30). Vehicle vs deer Highway 35; 31). Vehicle vs power pole 32698 Bisson Lane; 32). Lift assist 39272 Lakeview Drive;

Administration:

Process radio grant to DNRC The grant was approved with \$4,000 payment to Lake County Treasurer ACH credit to fund #7245.

Send roster to workers compensation

Remove E-337 from service

Repair and maintenance;

E-316 repair high resistance power connection to emergency light system under hood

Polaris mount winch and snow plow on unit

Station 4 repair overhead door seal

E-312 construct master switch distribution system

E-311 fabricate emergency system console

E-337 remove loose equipment

Trustee Roberts commented on the number of responses and when they occur. Chief Gieser replied 25% occur during work hours. Chair Nelson thanked Chief Gieser for the report. .

MEMBERSHIP REPORT {18:09} – Jane Clapp, Secretary/Treasurer Volunteer Membership presented the report. Jane appreciates everyone wearing a mask and being COVID safe. The membership meetings also require a mask and social distancing. Additionally hand sanitize was purchased for the restrooms. Races at the Mission Valley Super Oval Races had an abbreviated season. Friday/Saturday night races were held to end of August. While three Saturday night races were held through September 19th. Matt Dougherty scheduled volunteers to respond to the races with Engine #316. Will Silverman resigned as vice president of the membership and Carole Swope was elected to complete the remainder of the term. Annual Awards Banquet and Holiday Party is uncertain due to COVID; consideration to plan ahead with option to cancel. Jim Adkins, Polson Police wife deceased and a \$500 memorial was provided to Jim Atkins and Family. Appeal 2019-2020 contributions were \$34,209; expenses \$2,438.45 with a net of \$31,770.55. Donations to the district from the Membership \$23,209 commencing January 1, 2020; and \$82,808 January, 2016 when the Membership had the first appeal. In 2020 we purchased stop/slow signs for the engines, a hurst combi tool \$11,000 plus chain set \$1,750. A \$10,000 donation to the district for upgrade to Unit WT-#311 in progress. The current checking account balance is \$23,226.54. Signs for Station 4 estimates from Big Bear Signs in Missoula and Montana Signs and Banners in Polson. Big Bear can do 4x8, Montana Signs and Banners Chip Kurzenbaum can do 4x8 or 5x10. Cost of 4x8 is \$500, 8x10 \$650. Approved spending up to \$1,200 for signs. The lettering on the west end doors are complete. The weather has hindered the finishing of the installation and waiting for the weather to cooperate to finish the project. Chair Nelson thanked the Membership for the donations over the years. The donations are a savings for the taxpayers. The added equipment and components purchased is truly a gift and very much appreciated.

OLD BUSINESS:

UPDATE WILDLAND RESPONSE REVENUE {26:48} – Trustee Clapp reported the wild land revenue to be received is over \$22,000. No update on the Tire Depot Fire in Ronan.

UPDATE EXCESS PROPERTY {28:54} – Chief Gieser reported Chief Cliff purchased engine #328. The engine will be in service until the engine from Missoula Rural is in service with Polson Rural. Unit #337 will be advertised with bid opening November 18, 2020. The radios and equipment have been removed from the unit.

NEW BUSINESS:

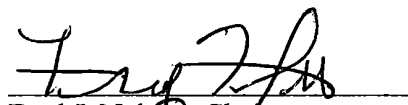
SEPTIC SYSTEM AT STATION 4 {30:08} – Trustee Doty commented on an upgrade for Station 4 septic system for the FY 2022 budget. The monthly fee is \$90.00 to Out Back Toilets. Chief Gieser is currently reviewing options for the system.

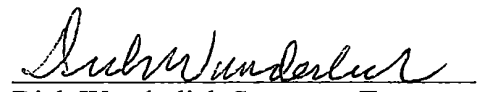
RESCHEDULE NOVEMBER MEETING {33:32} – Trustee Doty motion to move meeting to November 18. Trustee Roberts second. Motion carried unanimously.

**The November 18th meeting is scheduled at Big Arm Station No. 2
commencing at 6:00 p.m.**

ADJOURN {35:00} - Trustee Roberts motion to adjourn. Trustee Doty second. Motion passed unanimously by voice vote.

ADJOURN 6:36 p.m.


Fred J. Nelson, Chair


Dick Wunderlich Secretary-Treasurer


Bonnie M. Manicke, Recorder

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

WEDNESDAY OCTOBER 14, 2020 6:00 p.m.

28565 7th Street

Big Arm, MT 59910

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Station 1 Phone 406 883 4244

* CALL TO ORDER

TRUSTEES MEETING INCLUDES: COMMENT BY RAISING YOUR HAND

REVIEW MINUTES SEPTEMBER 9, 2020

BONNIE

COMMUNICATIONS

BONNIE

REVIEW & APPROVE CLAIMS

CHIEF GIESER & BONNIE

TREASURER'S REPORT

BONNIE

CHIEF'S REPORT

CHIEF GIESER

MEMBERSHIP REPORT

CHAIR JEFF VEACH

• OLD BUSINESS

COMMENT BY RAISING YOUR HAND

UPDATE EXCESS PROPERTY

CHIEF GIESER

• NEW BUSINESS

COMMENT BY RAISING YOUR HAND

--- NONE ---

• PUBLIC INPUT ON NON AGENDA ITEMS

ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO
ATTEND AND PROVIDE HELPFUL COMMENTS.

ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE.

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POLSON RURAL FIRE BOARD FUND #7245
September, 2020 claims Approved 10/14/2020

Date	Num	Description	Memo	Category	Amount
10/1/2020	7577	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone (Landline) - Fairgrounds Stn.	-64.15
10/1/2020	7578	City Of Polson	Utility Billing Acct 7304 FairgroundsStnFillSpout	316 Water Fill Spout - Fairgrounds Stn.	-61.34
10/1/2020	7579	S Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-84.01
			Location #2876820002 {1-security light}	302 Electricity - Big Arm Station	-10.05
			Location #2480744000	315 Electricity - Fairgrounds Station	-168.69
			Location #1401370000	322 Electricity - Stn #4 36300 CaffreyRd	-67.23
10/1/2020	7580	Republic Services #889	Acct #3-0889-0014329 Inv #0889-002669924	319 Disposal Service - Fairgrounds Stn.	-66.19
10/1/2020	7581	S WEX Bank	Truck #314	210 Gas, Diesel,Oil	-24.37
			Truck #301	210 Gas, Diesel,Oil	-178.54
			Truck #318	210 Gas, Diesel,Oil	-113.92
			Truck #328	210 Gas, Diesel,Oil	-30.79
			Truck #326	210 Gas, Diesel,Oil	-138.77
			Truck #319	210 Gas, Diesel,Oil	-22.40
			Truck #323	210 Gas, Diesel,Oil	-42.60
			Truck #300	210 Gas, Diesel,Oil	-378.00
			Truck #310	210 Gas, Diesel,Oil	-64.01
			Truck #316	210 Gas, Diesel,Oil	-33.44
			Truck #333	210 Gas, Diesel,Oil	-61.87
			Truck #308	210 Gas, Diesel,Oil	-77.92
			Truck #313	210 Gas, Diesel,Oil	-42.82
10/14/2020	7582	AutoZone	Cust ID#253315 Inv#3429434710 1-zXeBulb Unit#300	211 Vehicle Repair & Maint Supplies	-59.19
10/14/2020	7583	S Davis & Brown CPAs PC	Inv#6885 9/02/20 calculate electronic pyrl tax dep	345 Payroll Accounting Fire Chief Salary	-9.90
			Inv#6885 9/09/20 run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-18.48
			Inv#6885 9/24/20 run bi-weekly payrollw/rpts;	345 Payroll Accounting Fire Chief Salary	-31.68
			update company Quickbooks file to 2019	345 Payroll Accounting Fire Chief Salary	0
10/14/2020	7584	S First Bank Card	9/04/20 Waytex ElectricParts U#311;shipping	211 Vehicle Repair & Maint Supplies	-730.09
			9/04/20 Firestoreonline 2-bugles Capt Sago	211 Vehicle Repair & Maint Supplies	-19.96
			9/06/20 Amazon	211 Vehicle Repair & Maint Supplies	-110.47
			9/08/20 Amazon	211 Vehicle Repair & Maint Supplies	-49.99
			9/09/20 Dakota Supply misc parts U#311	211 Vehicle Repair & Maint Supplies	-36.50
			9/10/20 Waytex ElectricParts U#311; shipping	211 Vehicle Repair & Maint Supplies	-182.16
			9/18/20 Waytex ElectricParts U#311;shipping	211 Vehicle Repair & Maint Supplies	-81.71
			9/22/20 Amazon	211 Vehicle Repair & Maint Supplies	-79.88
			9/22/20 Amazon	211 Vehicle Repair & Maint Supplies	-27.99

Date	Num	Description	Memo	Category	Amount
10/14/2020	7585	Lorinda Freeman	Fairgrounds Stn. weekly cleaning Sept 2020	321 Cleaning Services - Fairgrounds Stn.	-125.00
10/14/2020	7586	Gordon R Gieser	Reimburse DOT physical 10/07/20	505 FireFghlr Physicals	-120.00
10/14/2020	7587	Gordon Gieser	Reimburse 9pack tape	220 Office Supplies	-23.49
10/14/2020	7588	S Heiman Fire Equipment	Inv#0891879-IN u#311 misc components; shipping	960 WT#311 2008 Freightline(GovtSurplus	-81.30
			Inv#0892181-IN u#311 monitor	960 WT#311 2008 Freightline(GovtSurplus	-3110.00
			Inv#0892181-IN u#311 1-buttercup nozzle	960 WT#311 2008 Freightline(GovtSurplus	-735.00
			Inv#0892181-IN u#311 2-bubble cup nozzle 1.5"	960 WT#311 2008 Freightline(GovtSurplus	-718.00
			Inv#0892181-IN u#311 1-fog foam nozzle	960 WT#311 2008 Freightline(GovtSurplus	-272.00
			Inv#0892181-IN dhipping	960 WT#311 2008 Freightline(GovtSurplus	-64.60
			Inv#0891955-IN 5-sual trac 120"	960 WT#311 2008 Freightline(GovtSurplus	-750.00
			Inv#0891955-IN 2-mount kits	960 WT#311 2008 Freightline(GovtSurplus	-99.00
			Inv#0891955-IN 20-channel nuts	960 WT#311 2008 Freightline(GovtSurplus	-19.80
			Inv#0891955-IN 10-double face spring nuts	960 WT#311 2008 Freightline(GovtSurplus	-26.50
			Inv#0891955-IN shipping	960 WT#311 2008 Freightline(GovtSurplus	-434.85
			Inv#0892372-IN u#311 LED search light kit; shipping	960 WT#311 2008 Freightline(GovtSurplus	-606.80
			Inv#0892077-IN u#311 seals, gasket; shipping	960 WT#311 2008 Freightline(GovtSurplus	-169.64
10/14/2020	7589	S IntelliCorp	Torosian, Anthony Dwight	508 Background Checks {New Firefighters}	-39.40
			Frank, Deyn James	508 Background Checks {New Firefighters}	-54.00
10/14/2020	7590	ISate Truck Center	Acct#195764 Inv#C253148830:01 governor part	211 Vehicle Repair & Maint Supplies	-58.95
10/14/2020	7591	Kelley Connect	Acct#PR13 1-Zebra Ribbon	220 Office Supplies	-52.00
10/14/2020	7592	L.N. Curtis & Sons	Customer#4929 Inv#427693 1-chr plug w/chain	211 Vehicle Repair & Maint Supplies	-60.03
10/14/2020	7593	S Mission Valley Security	Invoice #21498 monitor alarm sys 3 mo. @ \$19.00	305 Security Maint - Big Arm Station	-57.00
			Invoice #21498 monitor alarm sys 3 mo. @ \$19.00	318 Security Maint - Fairgrounds Station	-57.00
			Invoice #21498 monitor alarm sys 3 mo. @ \$19.00	325 Security Maint - Station #4	-57.00
			Invoice #21498 Cellular Comm. fee 3 mo. @ \$10.95	305 Security Maint - Big Arm Station	-32.85
			Invoice #21498 Cellular Comm. fee 3 mo. @ \$10.95	325 Security Maint - Station #4	-32.85
10/14/2020	7594	Mission Valley Security,	Inv#21368 Fire Ext 6 yr inspection	203 Chemicals, Foam	-22.24
10/14/2020	7595	Montana Ace Polson	Acct#88542963 Inv#225445426 1-PTO pin lock	211 Vehicle Repair & Maint Supplies	-2.99
10/14/2020	7596	S North Ridge Fire Equip	Inv#7201 gate wye	960 WT#311 2008 Freightline(GovtSurplus	-225.00
			Inv#7201 wildland compliant wheel choc	960 WT#311 2008 Freightline(GovtSurplus	-177.95
			Inv#7201 compact drip torch w/handle	960 WT#311 2008 Freightline(GovtSurplus	-149.95
			Inv#7201 NPSH 1-component	960 WT#311 2008 Freightline(GovtSurplus	-16.95
			Inv#7201 1-wrench	960 WT#311 2008 Freightline(GovtSurplus	-8.95
			Inv#7201 NPSH 1-component	960 WT#311 2008 Freightline(GovtSurplus	-13.95
			Inv#7201 36-30 minute flares	201 Operating Supplies	-87.84
			Inv#7216 1-flare container	201 Operating Supplies	-16.27
10/14/2020	7597	Out Back Toilets	Inv#6867 Toilet Rental Sept 2020 Stn#4	324 -Maintenance - Station #4	-90.00

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Date	Num	Description	Memo	Category	Amount
10/14/2020	7598	PayneWest Insurance	Acct#POLSRUR-01 Pol#VFP4227-3010E-5 Renewal	507 Accident & Liability Insurance	-3032.00
10/14/2020	7599	S Platt	Ref OT29304 1- nemai scr	211 Vehicle Repair & Maint Supplies	-51.39
			Ref OT33595 1-10CKT term strip	211 Vehicle Repair & Maint Supplies	-24.85
10/14/2020	7600	S Polson Auto Parts, Inc.	Inv#604549 misc U-#308	211 Vehicle Repair & Maint Supplies	-20.74
			Inv#607134 U#311	211 Vehicle Repair & Maint Supplies	-5.06
			Inv#607578 Stn 1 floor dry	201 Operating Supplies	-46.62
			Inv#608330 bulk trailer wire 311	211 Vehicle Repair & Maint Supplies	-79.50
			Inv#608330 bulk trailer wire 312	211 Vehicle Repair & Maint Supplies	-79.50
10/14/2020	7601	S Safeguard Business Sys	Inv#034203506 900 checks	220 Office Supplies	-213.85
			Inv#034203506 shipping & processing	220 Office Supplies	-22.97
10/14/2020	7602	S Steel Smith Tank&Equip	Inv#17823 muncie PTO Unit #312	961 WT#312	-1617.48
			Inv#17823 Unit #312 shipping	961 WT#312	-131.63
10/14/2020	7603	S Stine Electronics, LLC	Inv#24379 1-MD speaker maintenance & program	206 Radios & Pagers, Repair	-185.00
			Inv#24379 pstg	206 Radios & Pagers, Repair	-12.00
			Inv#24390 antenna rod & bracket	206 Radios & Pagers, Repair	-70.00
			Inv#24390 pstg	206 Radios & Pagers, Repair	-12.00
			Inv#24393 control cable	206 Radios & Pagers, Repair	-210.00
			Inv#24393 pstg	206 Radios & Pagers, Repair	-10.00
10/14/2020	7604	Subway Of Polson	Inv#152 PO @890-8487	202 Miscellaneous Supplies	-27.86
10/14/2020	7605	S Jeff Veach	Lawn service 5/1/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 5/16/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 5/24/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 6/2/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 6/10/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 6/23/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 7/4/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 7/24/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Lawn service 8/28/2020	307 Repairs & Maint. - Big Arm Station	-40.00
			Labor to remove & repair wood siding	307 Repairs & Maint. - Big Arm Station	-100.00
			damaged by woodpecker, caulk & stain to	307 Repairs & Maint. - Big Arm Station	0
			match existing material Date of service:5/9/2020	307 Repairs & Maint. - Big Arm Station	0
10/14/2020	7606	S Kent D Bruce Co. LLC	4-universal mount	208 Safety Equipment	-36.40
			10-linear lt red	208 Safety Equipment	-810.00
			Speaker black plastic	208 Safety Equipment	-169.00
			1-mount kit universal	206 Radios & Pagers, Repair	-24.60
			1-Liberty II lc 54'	206 Radios & Pagers, Repair	-1640.40
			Freight charge UPS	206 Radios & Pagers, Repair	-25.77
10/14/2020	7607	PayneWest Insurance	Acct#LAKECOU-03 Inv#281025 ADD Polaris UTV Eff 8/21/20	501 Insurance commercial package	-535.00
10/1/2020 - 10/14/2020				CLAIMS TOTAL	-21391.88